

**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2004 - JUNE 30, 2005**

COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS

2005 AUG -9 AM 9:12

THOMAS J PASTUSZKA
CLERK OF THE BOARD
OF SUPERVISORS

1. DEPARTMENT/COURT INFORMATION:

Department/Court: Health and Human Services Agency

Division/Unit: Public Health Services / Public Health Nursing Administration

2. VOLUNTEER PROGRAM BENEFITS:

- a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol.	2	Hours	250.5	x	\$17.55	=	\$4,396.28
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Types of work performed by GENERAL VOLUNTEERS in this category:

1. Conducted clinic workflow observations to assist Public Health Services and Public Health Nursing Administration with improving clinic services to the public.
2. Assisted with data entry for Public Health Nursing activities related to Targeted Case Management (TCM), and to specific program outcomes. Public Health Nursing TCM activities generate significant revenue from the State. To ensure prompt submission of TCM data to the State, data entry of TCM activities is time sensitive.

- b. INSTITUTIONAL VOLUNTEERS (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol.	_____	Hours	_____	x	\$ 17.55	=	_____
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

- c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.

Position	Hours	x	VCL	=	Dollar Benefit
_____	_____	x	_____	=	\$ _____

No. Vol	_____	Total Hours	_____	Total Value	\$ _____
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Types of work performed by SPECIALIZED VOLUNTEERS in this category:

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
2a: <u>2</u>	<u>250.5</u>	\$ <u>4,396.28</u>
2b: _____	_____	\$ _____
2c: _____	_____	\$ _____

TOTALS:	<u>2</u>	<u>250.5</u>	\$ <u>4,396.28</u>
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3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

<u>Item Donated</u>	<u>Value</u>	<u>Item Donated</u>	<u>Value</u>
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____

TOTAL VALUE \$ _____

4. VOLUNTEER PROGRAM COSTS:

- a. Cost of direct supervision of volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

Hours 15 + 13 x Rate \$ 38 + \$17 =

\$ <u>791.00</u>

- b. Cost of program coordination (total hours of program coordination times hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

Hours 5 + 13 x Rate \$ 38 + \$17 =

\$ <u>411.00</u>

- c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

<u>Item</u>	<u>Cost</u>

TOTAL OF OTHER PROGRAM COSTS

=

\$

- d. TOTAL OF VOLUNTEER PROGRAM COST =
(add 4a, 4b, and 4c)

\$ 1,202.00

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2) **\$ 4,396.28**

b. Total of Donations to Volunteer Program, Item 3 (Page 2) \$

ADD a + b \$

c. Subtract Total of Volunteer Program Costs, Item 4d (Page 3) **\$ 1,202.00**

TOTAL PROGRAM BENEFIT **\$ 3,194.28**

6. RECRUITING:

Please describe your recruiting programs:

Volunteers are usually recruited through various college and university student intern programs. Students interested in careers in Public Health or Public Health Nursing are frequently interested in volunteer assignments in Public Health.

7. SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:

Please describe any special activities and/or achievements your program was involved in during the period of this report:

8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2005-06:

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

9. GENERAL INFORMATION:

Name of Person Completing Report: Chris Wright

Phone Number: 619-515-6599 Mail Stop P511N

E-Mail: christine.wright@sdcounty.ca.gov

Volunteer Coordinator: same as above

Phone Number: _____ Mail Stop _____ E-Mail _____

10. DEPARTMENT CERTIFICATION:


DEPARTMENT HEAD SIGNATURE

7/22/05
DATE

